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15 May 1950

MEMORANDUM FOR: Acting Executive

SUBJECT: HHS Publications

1. We recognize the importance of the <sup>NIS</sup> basic intelligence publication, but our discussions over a period of months have been about the real current need for such a large number of the HHS now being produced, distributed and stored, and the expenses in producing them at this time.

2. We understand that the JAGIS publications totalled 3,000 copies each. Warehouses are now filled with unused copies. When the HHS replaced JAGIS, 1,200 copies were published including the 150 copies which go to [redacted]. This number is now down to 800 and it is hoped that 750 copies will be adequate in July in place of the present 800, and it may be possible to bring it down to 600. The Navy, for example, recently cut its "requirements" from 300 to 150. The present largest "requirements" are:

Army	- 100	"
Navy	- 150	"
Air	- 116	"
State	- 13	"

From this number they can maintain two or three complete sets and many dozens of separate sections so that this publication can probably be used in each agency by many hundreds of people. We think that nowhere near that many people need copies for current use.

3. One master set with necessary negatives for maps and cuts will be kept by CIA for use in rapid reproduction to meet future emergency needs, when a large number of copies will undoubtedly be useful. The Chief, Reproduction Branch of CIA's Services Division, Administrative Staff has assured us that the present reproduction system is best, rather than changing to a duplicant system in storing the stencils for future use.

4. CIA will also keep some published extra copies for current and future unforeseen needs (not of an emergency nature). Instead of the present 40 bound copies and 40 unbound copies in this extra stock, we think that

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a very few number of bound copies and a very few down extra copies unbound (to the nearest 50 in the printed run) will be enough until the emergency comes.

6. Accordingly COMAFS recommends that:

a. The NIS Division of the Office of Reports and Estimates in the CIA and the NIS Interdepartmental Committee devote themselves to the substantive production of the National Intelligence Surveys and give up factors pertaining to the distribution of their end product.

b. ASD survey the components of CIA again and also the outside agencies (members of the Intelligence Advisory Committee and eventually maybe other Government departments) to determine how few (not how many) copies of the NIS are now really needed in printed form for current needs (both bound and unbound). Maybe the 150 now distributed to [ ] can also be cut down. It should be taken into consideration that an unbound set can be divided for use by many different components who work for complementary or different parts of the world and do not overlap. It should be noted that such basic intelligence publications undoubtedly are not consulted daily by the users; so a small section can easily borrow this publication when necessary from a nearby larger section in the same agency. Every office does NOT need its own copy of this voluminous and expensive publication or even the Section pertaining to its own country when such a Section is readily enough available for its use when needed. This determination should also be based on (1) the small reserve stock maintained in CIA and (2) the fact that CIA will print additional copies to satisfy utilization needs. (Paragraphs j and k above)

*mobilization*

PRESIDENT CHILDS, Chief  
Coordination, Operations  
and Policy Staff

cc: Management  
Adm. Staff  
AD/ORG  
AD/OCB

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